

Important Notice for House Movers

Effective Immediately

Purpose:

The 82nd Legislature passed Senate Bill 1420 which transfers the functions of the Motor Carrier Division (MCD) from the Texas Department of Transportation (TxDOT) to the Texas Department of Motor Vehicles (TxDMV) effective Jan. 1.

TxDOT District Offices will continue to work with MCD on route restrictions and route approvals. Effective immediately, house movers have two options for submitting permit route requests to MCD.

Options:

House mover works directly with MCD (Preferred Option) -

- Mover submits permit application to MCD including exact dimensions and weight, vehicle information, starting and ending locations, and requested start date. Mover either:
 - Completes MCD Form 109, pre-approved house move route application, and faxes it to 512/465-3549, or
 - Enters information into the Texas Permitting & Routing Optimization System (TxPROS) -- Visit the TxDMV website at www.txdmv.gov. Click OS/OW Load Permits under the "Motor Carriers" heading, click on TxPROS, click on Access TxPROS, and login.
- MCD will determine the most practical route and will send a route inspection form to the appropriate TxDOT District Permit Coordinator for approval.
- After approval is received, MCD will furnish the mover with a proposed route on a House Move Route Inspection Form.
- Upon receipt of the signed route inspection, MCD will issue a permit.

House mover works with TxDOT District Permit Coordinator -

- Mover visits the TxDOT District Office nearest the origin of the move. The District Permit Coordinator and the carrier agree upon a route.
- District Permit Coordinator will facilitate and expedite a house move request by contacting all maintenance offices within their District. If house will travel through any other Districts, proper approvals must be obtained.
- District Permit Coordinator will submit Form MCD-109 to MCD.
- MCD will furnish the mover with a proposed route on a House Move Route Inspection Form.
- Upon receipt of the signed route inspection form, MCD will issue a permit.

Note:

<u>Cash payments</u> for permits will be accepted at the TxDMV Regional Service Centers (RSC) effective Jan. 1; TxDOT offices will not accept payments for permits effective Jan. 31. Mover must order permit and return signed route inspection to MCD prior to arriving at the RSC to pay for and pick up the issued permit.

- Cash payments will be accepted Monday through Friday, 8 a.m. 5 p.m. (CST) at the RSCs. (Note: The El Paso RSC is on Mountain Time.)
- Truck parking is not available at the RSCs.
- Permits must be picked up the same day they are ordered; permits not picked up are cancelled at midnight and must be re-ordered.

Contact

Information: Texas Department of Motor Vehicles

Motor Carrier Division - OS/OW Load Permits

Phone: 1-800-299-1700